

The council workshop of January 15, 2013 convened at 6:00 p.m. Present for the workshop were Mayor Anderson, Council President Mike Klaus, Council Members Rick Alonzo, Connie Wells, and Tom Mayo, Clerk Kris Larson, City Administrator Stephen Boorman, Police Chief Steve Benkula, Assistant City Administrator Andrakay Pluid, and City Attorney Will Herrington. Also present were Leonard Wilson and Matt Corwin from Computer Arts.

An IT Strategic Plan was presented by Leonard Wilson and Matt Corwin from Computer Arts. Leonard Wilson said he completed a report regarding the IT Strategic Plan that was submitted to City Council. Matt Corwin went over the plan for Bonners Ferry in a power point presentation. He said the current server the city has does not have sufficient horse power for future projects, and the warranty expires on it in November, 2013. He said we are beyond the amount of free space we should have on the server. Matt said our server is old and is maxed out. He said the first thing that has to be done is to replace the server and recommended a virtual server for the city. Matt explained that a virtual server will provide increased server utilization, decrease spending, conserve energy, and increase flexibility. The estimated cost of a virtual server with software is \$11,500. Matt said licensing has changed. An advantage of a virtual server is to protect from losing data if a failure should occur. Leonard said if there are redundant servers maintenance can be done without any downtime, but this would be a future step for the city. Matt said the life of a server is usually five years.

Jessica Tingley and Adam Arthur joined the workshop at 6:33 p.m. Jerry Higgs joined at 6:36 p.m. Carolyn Testa and Terri Maine joined at 6:45 p.m.

Matt said the estimated cost for a GIS computer is \$2,800 if we have a virtual server. In the future to purchase a tablet for GIS the estimated cost is \$3,000.

Matt went over the police department needs. He said the city currently has laptops for the officers, but they do not have Microsoft Office, and it costs about \$200 per machine, and we have seven of them. The wireless communication from the police cars to get backgrounds and license information from the State is billed by the State on a query basis. He said in order to do this we would have to have a connection of our own and the firewall for this would be \$1,250 and the estimated cost would be \$3,000 to \$5,000 per year. This would eliminate the calls to the Sheriff's Office for backgrounds and license data. Matt said Netmotion creates a secure tunnel back to the city from the patrol vehicles and the cost of this would be \$14 per month per user and there must be a minimum of five users. A Verizon Wireless connection would also require five users. Matt said the police laptops need a wireless connection. The security standards set by the FBI must be met, and the server would have to be separate from the rest of the city and must be in behind a police department wall.

Matt said the police need video storage and he may be able to come up with a solution for this at no cost to the city. Matt suggested that we look at a NAS backup at a cost of about \$1,300. He said our current backup system is getting outdated. Matt said with all the above suggested

changes that the network will be the new bottleneck and this is due to the GIS data. He suggested changing some switches in city hall and the estimated cost would be \$1,600 for switches and \$1,800 for wiring.

Doug Ladely, Sr., Ruth Sutton, Dale Simpson, Marcia Cossette, Warren Mahoney, and Elsie Hollenbeck joined the meeting at 6:55 p.m.

Matt said we may go back to Microsoft Exchange, and this would cost \$5 per month per account but with the software and licenses for a local exchange it would be approximately \$3,400 in addition to the per month per account fee.

Louise and Don Carter and Ralph and Julie Lotspeich joined the meeting at 6:58 p.m.

Matt said about one fourth of the personal computers at the city exceed a five year mark and they should be replaced so we should set up a replacement plan. His suggested priorities are replacement of the server and NAS backup; network enhancements; GIS project and personal computer; and email. NCIC must be met before we could implement Netmotion and Verizon.

The workshop concluded at 7:05 p.m. Leonard Wilson and Matt Corwin left the meeting.

Mayor Anderson called the regularly scheduled meeting of January 15, 2013 to order at 7:08 p.m.

The police chief gave the police report. A male has been arrested for assault with a deadly weapon and there may be more charges coming out of this as he was supposed to be caring for his elderly mother and the living conditions were horrible. She has been taken out of the home and placed in the hospital. The officers have responded to approximately 50 calls since the last meeting resulting in 16 cases, nine arrests, one theft, one DUI, two warrants, and two drug possession charges. There was also a bomb threat this afternoon at the middle school.

Adam Arthur gave the fire report. He said there have been four fire calls. Two were chimney fires, one accident south of town, and the department responded to the bomb threat earlier today.

Stephen Boorman gave the city administrators report. He spoke about issues discussed at the ICUA meeting. He said personal property tax is a big issue this year at the Legislature. He spoke about the Christmas decorations needing repair.

Connie Wells moved to approve the consent agenda. Tom Mayo seconded the motion. The motion passed – Mike Klaus “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Tom Mayo “yes”. The consent agenda contained the following: roll call; approval of accounts payable and payroll; and approval of January 2, 2013 council meeting minutes.

Connie Wells moved to add a late agenda item authorizing the Mayor to sign USDA Control Sheet #5 for the water system improvement project, sign Payment Request #3 for the Deep Creek crossing waterline replacement project, and sign Change Order #2 for the Deep Creek crossing

waterline replacement project. Mike Klaus seconded the motion. The motion passed – Mike Klaus “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Computer issues were briefly discussed. Mayor Anderson said the upgrades will be discussed at budget time. Connie inquired about the NAS backup that is needed. Stephen said we can agendize this for the next meeting.

Mayor Anderson said he has discussed the golf contract extensively with Ralph Lotspeich. He thinks we could come up with a long term contract for five years. Rick Alonzo moved to table the golf contract pending a review. Tom Mayo seconded the motion. The motion passed, all in favor.

Ralph and Julie Lotspeich, Don and Louise Carter left the meeting at 7:17 p.m.

The group discussed city fees and rates. Mayor Anderson thinks business permits should be raised to possibly \$25 and consider swim pool lesson fees as the swimming pool costs a considerable amount to operate. He is interested in increasing water and sewer hook ups as well as rates to help build the reserves. Maybe raise rates by five percent per EDU and shop around to have a COSA done for the water and sewer rates. He is also interested in finding a different rate between in city and outside city customers as the city customers are ultimately responsible for the bonding. Connie is interested in increasing utility deposits to \$200, increase hookup fees, swim lessons and possibly having a rate for inside and outside city limit customers, raise the swim pool rental, and firehall rental is also one that may be increased. Mike Klaus said we have to have defensible increases in rate changes. He said we should have our water and sewer master plan authors develop defensible rates for the city. He would like to look at a gradual step increase program. He would like to get an addendum for the master plan contracts so they can work on rate studies. Mike said particularly the sewer master plan shows the difference in improvements that need to be done inside and outside the city limits. Stephen inquired if he should get pricing for rate studies from JUB, Welch Comer and EES for a rate study for water and sewer. Mike said hookup fees for water are \$1,000 and the neighbors next to us at the north and south are \$6,000 to \$7,000. Mayor Anderson thinks business licenses are ridiculously low and he would also like to explore beverage license fees. Tom Mayo thinks business licenses should be an annual fee. He said if we do an increase on water fees that the base amount of usage should be raised. He said we may want to consider a daily fee at the pool and if we raise the lesson fee that may include a season pass for those taking lessons. Stephen said the daily rate at the pool has been discussed in the past and he said we may have a lock box at the pool so kids would be on the honor system. Mayor Anderson said we should look seriously at increasing hookup fees for water and sewer. Stephen said we should look at a rate study for water and sewer and possibly set up a designated fund for the needed upgrades. We have received a draft of the sewer master plan and it should be finalized in the next couple months according to Stephen. Mike said we could triple the sewer hook on fees because they are so low. Mayor Anderson would like to see an incremental raise for the water and sewer fees to help with

building up reserves. Mayor Anderson wants to re-agendize this for the next meeting and then set a rate hearing.

Mike Klaus moved to authorize the Mayor to sign USDA Control Sheet #5 for the water system improvement project, sign payment request #3 for the Deep Creek crossing waterline replacement project, and change order #2 for the Deep Creek crossing waterline replacement project. Rick Alonzo seconded the motion. The motion passed – Mike Klaus “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Tom Mayo “yes”.

Elsie Hollenbeck said January 20th at 2:00 p.m. at Trinity Lutheran Church is a Human Rights Day Celebration and invited all to attend.

The meeting adjourned at 7:40 p.m.

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David K. Anderson, Mayor

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Kris Larson, City Clerk